

CAPITAL COMMUNITY COLLEGE
Director of Library Services
(Community College Professional 20)
12-Month Tenure-Track Position

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: 950 Main Street, Hartford, CT 06103
Hours: 35 hours a week
Salary: \$70,265.00 approximate annual.
Closing Date: November 27, 2013

**General Knowledge,
Skills and Ability:**

Master's degree in Library Science from an American Library Association accredited institution and three to six years of related experience including one to three years of experience supervising other professionals are required. Background in implementing current and emerging library technologies, such as an ILS system, proxy servers and web design is desirable. Community college work experience, especially among ethnically diverse and/or urban student populations, is strongly preferred.

Substitution Allowed:

Applicants who do not meet the minimum qualifications are encouraged to put in writing exactly how their experience has prepared them for the responsibilities of this position and by providing appropriate references. Exceptions to the degree requirements may be made for compelling reasons.

General Experience:

Under the direction and supervision of the Academic Dean, the Director of Library Services is responsible for the overall administration of the college's library, the supervision of all library staff, development and organization of library resources, effective delivery of library services, technical and computer services, library evaluation and assessment, budget, fiscal and facilities management and collaboration with faculty and the academic division leadership to integrate information literacy into the curriculum.

These responsibilities include such essential tasks as: providing reference advice; developing curricula for and teaching information literacy instruction; providing library services to distance learners and faculty; selecting and training library staff; serving as a campus-wide advocate for learning and library services; developing and implementing effective methods and tools for measuring information literacy outcomes; applying effective methods of library evaluation and assessment; and performing such other tasks that may be necessary to assure the effectiveness and efficiency of the library.

Application Instructions:

Send letter of intent, BOR Employment Application (found on the following website: <http://www.ct.edu/hr/employment>), resume, transcripts (copies are acceptable at the time of application) and the names of three references to:

Josephine Agnello-Veley
Assistant Director of Human Resources
Capital Community College
950 Main Street
Hartford, CT 06103
Email: CA-HRApplc@capitalcc.edu

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.